



# Trustees' Annual Report for the period

|      |                   |     |      |                 |      |     |      |
|------|-------------------|-----|------|-----------------|------|-----|------|
|      | Period start date |     |      | Period end date |      |     |      |
| From | 1st               | Jan | 2022 | To              | 31st | Dec | 2022 |

## Section A Reference and administration details

Charity name

Teign Heartbeat

Other names charity is known by

Heartbeat

Registered charity number (if any)

1159705

Charity's principal address

4 Bay View Drive

Teignmouth

Devon

Postcode

TQ14 8NN

### Names of the charity trustees who manage the charity

|   | Trustee name        | Office (if any)              | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|---------------------|------------------------------|-----------------------------------|---------------------------------------------------------------|
| 1 | Shirley Brokenshaw  | Founder, Chair and Treasurer |                                   |                                                               |
| 2 | Michael Brokenshaw  | Secretary                    |                                   |                                                               |
| 3 | Lucie Hollingsworth |                              |                                   |                                                               |
|   |                     |                              |                                   |                                                               |
|   |                     |                              |                                   |                                                               |

## Section B Structure, governance and management

### Description of the charity's trusts

|                                                                     |                                      |
|---------------------------------------------------------------------|--------------------------------------|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution                         |
| How the charity is constituted<br>(eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Appointed by existing Trustees       |

### Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

- To promote the establishment of Automated External Defibrillators in the Teignbridge community accessible at all times by the public.
- To promote clear signage for defibrillators available to the Teignbridge community.
- To promote within Teignbridge the provision of community education and training, including within schools, in the application of defibrillators and the effective application of Cardio Pulmonary Resuscitation (CPR) techniques.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Throughout the year the Trustees have carried out the charity's activities with due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The Charities activities, in particular in response to demand for the training of local community groups and individuals in CPR skills and Defibrillator use, began to increase following the lifting of the Covid restrictions

All trustees give their time voluntarily and have received no remuneration or other benefits.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The achievement of the charity's primary objective in the promotion of the availability of community defibrillators is evident from the number now installed in the local area. Some were provided by the charity; some have been a joint effort, facilitated by the charity; and others have been provided by local councils and community groups who have self-funded. Nearly 50 are now operational and awareness has been raised to a level where more and more groups are working towards their own.

On occasions, where a community group is actively raising funds for the provision of a community defibrillator, the charity may contribute, on a case by case basis, in order to expedite the project.

The Charity continues to be grateful for the time and dedication given by all of our volunteers but in particular by our volunteer trainers. Without them we would be unable to provide training and awareness to the community at large.

We are also grateful to the leaders and members of the Teignmouth Beach Surf Lifesaving Club who have taken on the role of regularly monitoring the installed defibrillators and reporting their status to ensure that availability is maximised.

**Summary of the main achievements of the charity during the year**

During 2022 the charity maintained its review of the status of all installed units and cabinets under its direct control. With around 20 units it was confirmed that there is an ongoing responsibility to provide for the future both financially and in maintenance activities. Whilst some provision had been put aside in the accounts each year for replacement of consumables such as time expired pads and batteries, it was increasingly noticeable that some cabinets were suffering from the harsh marine environment. In addition, there continues to be instances of vandalism that require repair or replacement action.

During the year a nett total of £963 was spent on the replacement of pads and batteries.

The result was that all of the existing public accessible defibrillators continued to be secure and available for use.

As a result of discussions in 2021 with a representative of the local town council a grant of £500 was awarded towards the maintenance and replacement of equipment. This amount was received in 2022 and was added to the restricted fund established for that purpose.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity continued its policy to maintain a fund to cover the maintenance e.g. time dependant replacement of consumables, of units directly under its control.

In 2022 this fund went into deficit and £211 was transferred to this restricted fund to correct.

### Details of any funds materially in deficit

There are now no funds materially in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

The charity has no liabilities moving forward into 2022

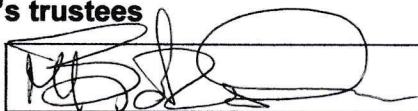
## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Michael Brokenshaw

Position (eg Secretary, Chair, etc)

Secretary

Date

23/9/2023

|                                        |                                 |                               |                               |              |
|----------------------------------------|---------------------------------|-------------------------------|-------------------------------|--------------|
| Charity Name<br><b>Teign Heartbeat</b> |                                 | No (if any)<br><b>1159705</b> |                               | <b>CC16a</b> |
| <b>Receipts and payments accounts</b>  |                                 |                               |                               |              |
| For the period<br>from                 | Period start date<br>01/01/2022 | To                            | Period end date<br>31/12/2022 |              |

## Section A Receipts and payments

|                                                       | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|----------------------------------------|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                        |                                      |                                     |                                 |                               |
| Donations                                             | 772                                    |                                      | -                                   | 772                             | 1,833                         |
| Sales                                                 | 2,388                                  | -                                    | -                                   | 2,388                           | 170                           |
| Events                                                | 120                                    | -                                    | -                                   | 120                             | -                             |
| Grant (Teignmouth Council)                            | -                                      | 500                                  | -                                   | 500                             | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>3,280</b>                           | <b>500</b>                           | <b>-</b>                            | <b>3,780</b>                    | <b>2,003</b>                  |
| (see table).                                          | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>3,280</b>                           | <b>500</b>                           | <b>-</b>                            | <b>3,780</b>                    | <b>2,003</b>                  |
| <b>A3 Payments</b>                                    |                                        |                                      |                                     |                                 |                               |
| Office                                                | -                                      | -                                    | -                                   | -                               | 50                            |
| Fundraising                                           | 70                                     | -                                    | -                                   | 70                              | 65                            |
| Defib Equipment                                       | -                                      | -                                    | -                                   | -                               | -                             |
| Travel and Expenses                                   | -                                      | -                                    | -                                   | -                               | -                             |
| Grants                                                | -                                      | -                                    | -                                   | -                               | -                             |
| Cost of Sales                                         | 2,388                                  | -                                    | -                                   | 2,388                           | -                             |
| Equipment Maintenance and replacement                 | -                                      | 963                                  | -                                   | 963                             | 1,156                         |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>2,458</b>                           | <b>963</b>                           | <b>-</b>                            | <b>3,421</b>                    | <b>-</b>                      |
| <b>A4 Asset and investment purchases, (see table)</b> |                                        |                                      |                                     |                                 |                               |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>2,458</b>                           | <b>963</b>                           | <b>-</b>                            | <b>3,421</b>                    | <b>-</b>                      |
| <b>Net of receipts/(payments)</b>                     | <b>822</b>                             | <b>-463</b>                          | <b>-</b>                            | <b>359</b>                      | <b>2,003</b>                  |
| <b>A5 Transfers between funds</b>                     | <b>-211</b>                            | <b>211</b>                           | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>9,912</b>                           | <b>252</b>                           | <b>-</b>                            | <b>10,164</b>                   | <b>-</b>                      |
| <b>Cash funds this year end</b>                       | <b>10,523</b>                          | <b>-</b>                             | <b>-</b>                            | <b>10,523</b>                   | <b>2,003</b>                  |

## Section B Statement of assets and liabilities at the end of the period

| Categories    | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Lloyds Bank                                            | 10,523                             | -                                | -                               |
|               |                                                        | -                                  | -                                | -                               |
|               |                                                        | -                                  | -                                | -                               |
|               |                                                        | -                                  | -                                | -                               |
|               | <b>Total cash funds</b>                                | 10,523                             | -                                | -                               |
|               | (agree balances with receipts and payments account(s)) |                                    |                                  |                                 |

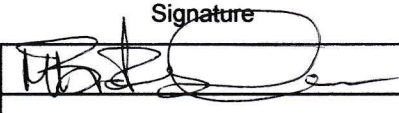
|                          | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|--------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |
|                          |         | -                                  | -                                | -                               |

|                      | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|----------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |
|                      |         |                             | -               | -                        |

|                                              | Details               | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|----------------------------------------------|-----------------------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | Training Equipment    | Restricted                  | 2,319           | 750                      |
|                                              | Fundraising Equipment | Unrestricted                | 293             | 75                       |
|                                              |                       |                             | -               | -                        |
|                                              |                       |                             | -               | -                        |
|                                              |                       |                             | -               | -                        |
|                                              |                       |                             | -               | -                        |
|                                              |                       |                             | -               | -                        |
|                                              |                       |                             | -               | -                        |

|                | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|----------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |
|                |         |                                 | -                     |                     |

Signed by one or two trustees on behalf of all the trustees

| Signature                                                                           | Print Name         | Date of approval |
|-------------------------------------------------------------------------------------|--------------------|------------------|
|  | Michael Brokenshaw | 23/9/2023        |